



 Workshop 3, 11/F, Block A
 Wing Kut Industrial Building,
 608 Castle Peak Road,
 Lai Chi Kok, Hong Kong
 +852 2728 7906
 info@cellofactory.com

FM001b Course Application Form

Please read the "Course Terms and Regulation" carefully before completing this form.

Please complete this form in BLOCK LETTERS and check appropriate boxes whenever necessary.

Course Code <i>(Please refer to the Course Notice available on the website)</i>	
	<input type="checkbox"/> Evaluation (Required for all applicants without no enrollment in any courses except Promotional Course offered by CF in the previous 3 months)

Part A Personal Information	
Applicant's Name in English (as shown on your HKID) (Surname) (First Name)	Name in Chinese: (as shown on your HKID)
Title: <input type="checkbox"/> Mr. <input type="checkbox"/> Miss. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	Date of Birth (MM / YYYY): _____ / _____
HKID Card / Passport No. (First 5 characters e.g. A1234):	
Education Level: <input type="checkbox"/> Kindergarten <input type="checkbox"/> Primary <input type="checkbox"/> Secondary <input type="checkbox"/> Undergraduate <input type="checkbox"/> Post-graduate or above	
Correspondence Address: <input type="checkbox"/> Hong Kong <input type="checkbox"/> Kowloon <input type="checkbox"/> New Territories <input type="checkbox"/> Islands	
Phone No.:	E-mail:
Hong Kong Cellist Society Membership No. (if any):	
Parent / Legal Guardian Information (for Applicant under 18):	
Name:	Relationship with the Applicant:
Emergency Contact	
Name:	Relationship with the Applicant:
Phone No.:	

Part B Academic / Professional Information

I) Instrument Experience, Academic and Professional Qualifications in music (in chronological order)
Please provide copies of documentary proof for the below information.

From MM/YYYY	To MM/YYYY	Issuing Authority (e.g. ABRSM) and Instructor Full Name	Academic/ Professional Qualifications	Date of Issue

II) Language Skills

	Level of Proficiency (Elementary / Intermediate / Advanced / Native)
English	
Cantonese	
Mandarin	
Others (Please specify)	

Part C Others

How did you learn about Cello Factory's course information? (You may choose more than one)

<input type="checkbox"/> In Person	Date of Visit (DD/MM/YYYY):	<input type="checkbox"/> Referrals	Name of Referee:
<input type="checkbox"/> Search Engine	(e.g. Google.com, Yahoo.com)		
Cello Factory Limited	<input type="checkbox"/> Website <input type="checkbox"/> Facebook <input type="checkbox"/> Instagram <input type="checkbox"/> Promotional Material (e.g. advertisement, leaflet, poster, etc.)		
Hong Kong Cellist Society	<input type="checkbox"/> Website <input type="checkbox"/> Facebook <input type="checkbox"/> Instagram <input type="checkbox"/> Promotional Material (e.g. advertisement, leaflet, poster, etc.)		
<input type="checkbox"/> Event / Activity held by Cello Factory / Hong Kong Cellist Society	Date (MM/YYYY):	Name of Event / Activity:	
<input type="checkbox"/> Others	(Please specify)		

Personal Data Collection Statement

- 1) The personal data provided in this form will be used by Cello Factory Limited for purposes related to the processing of enrolment and student administration. Personal data of unsuccessful applicants will be destroyed.
- 2) The person data provided in this form will not be transferred to other external parties except Cello Factory Limited and commissioned research consultants for marketing and promotional purposes including but not limited to events and functions to be held, courses to be organized, discount, benefit and service offers.
- 3) Under the provision of the Personal Data (Privacy) Ordinance, applicants have rights to request the correct of their person data. Applicants wishing to amend their data should submit written requests to Cello Factory Limited by using Personal Data Amendment Forms which can be downloaded from Cello Factory Limited Website.

- *I have read and understand the above statements.
- I give my consent for the use of my personal data to be used by Cello Factory Limited and commissioned research consultants for delivering promotional information including but not limited to events and functions to be held, courses to be organized, discount, benefit and service offers.

Applicants' Declaration on Application

- 1) I declare that the information provided in this form and the attached documents is accurate and complete.
- 2) I authorize Cello Factory Limited to obtain information about my public examination results and records of studies from concerned institutions (if necessary).
- 3) I understand that provision of any false or misleading information therein shall lead to disqualification of my application for admission and any resulting registration. Any fees paid will not be refunded under any circumstances and conditions.
- 4) If my enrollment is confirmed, I will comply to all the Rules and Regulations stipulated by Cello Factory Limited.

- *I have read and agree to the above statements.

Signature**: _____ Date: _____

* Compulsory items

** For applicants aged below 18, their parents or legal guardians should fill and sign the form on their behalf.

Internal use only

Application Reception Date	Receipt No.	Staff
Instrument Arrangement	Accessories	Status

Remarks



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Payment Methods

(1) Bank Deposit

Bank deposit should transfer to HSBC account “808-807671-001”. Bank slip copy should be returned together with course application form to School in person by:

Mail: Workshop 3, 11/F, Block A, Wing Kut Industrial Building, 608 Castel Peak, Lai Chi Kok, Hong Kong

OR

Email: info@cellofactory.com

(2) EPS

Course fees can be paid by EPS at Cello Factory.